



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA

No. A.60011/78/2007-PP

25th March, 2010

Regional Executive Director
Airports Authority of India
Northern/Western/Eastern/Southern/North-Eastern Region
Airport Director
Airports Authority of India
NSCBI / Chennai
Principal, CATC
Allahabad
ED , (FIU / RCDU)
GM , CRSD / E & M Workshop

Sub : Availing of compensatory off – req.

Sir,

Reference is made to Corporate Personal Circular No.6/2010 dated 10.03.2010 wherein instructions / guidelines with regard to compensatory off were issued.

2. The para(vi) & (viii) of the above referred circular is modified as under:

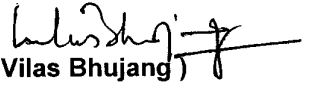
i) **Para (vi):** Compensatory Offs can be availed by the employee within a period of three months from the date on which it is earned with approval of RED/APD. However, the cases, if any beyond three months, may be forwarded to CHQ with due recommendations of Regional Executive Director.

ii) **Para (viii) :** Considering the fact that shift duties are performed by the Sr. Executives also , the provisions of compensatory off may be extended upto the level of Jt. General Manager on need basis at the discretion of REDs/APDs .

3. Other terms & conditions will remain unchanged.

4. This issues with the approval of the Competent Authority.

Yours faithfully,


(Vilas Bhujang)
General Manager(Pers.)

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- OSD to Chairman
- PS to Member(Ops)/Fin.)/(P&A)/(Plg)/PS to CVO
- All HODs at Rajiv Gandhi Bhawan/Operational Offices/AAI Office Complex
- General Secretary, AAEU
- General Secretary, AAOA(I)/ACOA(I)/ATC Guild(I)/AAI Engg Guild(I)/IAAOAI/ AAI SC & ST EWA
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